

**CONSULTANCY SERVICES FOR FEASIBILITY STUDY, DETAILED ENGINEERING DESIGN,  
ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT AND SUPERVISION OF CONSTRUCTION FOR  
DEVELOPMENT OF A RAILWAY SIDING AND ASSOCIATED INFRASTRUCTURE AT EXPORT  
PROCESSING ZONE, ATHI RIVER**

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**CLARIFICATIONS TO REQUEST FOR EXPRESSION OF INTEREST (EOI) - EPZA/EOI/  
01/2020-2021**

**QUESTIONS AND ANSWERS ON THE EOI SPECIFICATIONS**

<b>Topic/Referred Clause</b>	<b>Question</b>	<b>Answer</b>
<p>Qualification Requirements (iv)            “Appropriately qualified and skilled personnel with over 10 years relevant experience; Provide professionally qualified staff, registered by the relevant professional bodies in Kenya; who must include an experienced team leader, Railway Track Engineer, Transport Economist, Railway Bridge Engineer, Foundation/Geotechnical Engineer, signal &amp; telecommunication engineer, Contract Specialist, Quality Control Engineer, Engineering surveyor, civil engineer, structural engineer, Architect, permanent way engineer, railway operations expert and an environmental expert duly registered with the National Environmental Management Authority (NEMA) of Kenya;”</p>	<p>The Consultant requests that the Client provides qualification requirements for staff for the various positions required at this stage of the assignment.</p>	<p>The team Leader should have a masters in engineering; all other position should possess an undergraduate degree in relevant field.</p>
<p>Evaluation Process for the REOI. Step 1 – Eligibility Requirements. S/No. 4 – Signed Staff CVs with copies of academic and Professional certificates submitted.</p>	<p>We request that that the Consultant provides CVs without copies of Academic and Professional certificates as is the norm currently during submission of Expression of Interest documents. The academic and professional certificates would then be provided by the selected consultants during submission of the Technical Proposal</p>	<p>Cvs with copies of academic and professional certificates is required at this stage.</p>
<p>Appendix A: Information &amp; Guidance to Applicants for Completing EOI. Section 5 – Format of Declaration of Staff Availability for Team Leaders</p>	<p>We request that the confirmation of staff availability should be deferred to the next stage of the assignment i.e. during submission of the Request For Proposal Document.</p>	<p>Confirmation of availability is a requirement.</p>

<b>Topic/Referred Clause</b>	<b>Question</b>	<b>Answer</b>
<p>Qualification Requirements (v)            –“Demonstrated experience of minimum 5 years comprising of carrying out studies, investigations and engineering designs of railway lines &amp; railway stations; Provide evidence of at least 2 projects carried out; relevant experience in development, design and supervision of both standard-gauge and meter-gauge railway by providing details of similar assignments giving the name and contact address of the client, value of assignment and period covered to undertake assignment;</p>	<p>The Consultant requests that due to the limited number of projects available in the railway sub-sector countrywide, the Client request for evidence of only 1(one) project carried out by the consultant as demonstration of the relevant experience.</p>	<p>The no. of similar projects required is 2 (two).</p>

<b>Topic/Referred Clause</b>	<b>Question</b>	<b>Answer</b>
<p><b>Evaluation Criteria for the EOI</b>  <i>(iv) – “ Appropriately qualified and skilled personnel with over 10 years relevant experience; Provide professionally qualified staff, registered by the relevant professional bodies in Kenya; who must include an experienced Team Leader, Railway Track Engineer, Transport Economist, Railway Bridge Engineer, Foundation/Geotechnical Engineer, signal &amp; telecommunication engineer, Contract Specialist, Quality Control Engineer, Engineering surveyor, Civil Engineer, Structural Engineer, Architect, Permanent Way Engineer, Railway Operations Expert and an Environmental Expert duly registered with the National Environmental Management Authority (NEMA) of Kenya; ”</i></p>	<p>The Consultant notes that no awarding of marks has been made for the following professional staff:</p> <ul style="list-style-type: none"> <li>• Transport Economist,</li> <li>• Quality Control Engineer,</li> <li>• Civil Engineer,</li> <li>• Structural Engineer,</li> <li>• Permanent Way Engineer, and</li> <li>• Railway Operations Expert</li> </ul> <p>The consultant requests the aforementioned staff to be allocated marks.  Alternatively, the Client could provide a way forward on how to merge them to fit into the marks already allocated to staff indicated in page 6 of the REOI document  We also note that marks have been allocated for the Civil/Structural Engineer as one position but on page 4 of the REOI document the position has been split into Civil Engineer and Structural Engineer (two positions). Should the Consultant hold the two as separate positions or merge them as indicated in Marks Allocation.  The consultant kindly requests for the qualifications required for the Permanent Way Engineer and the Railway Operations Expert.</p>	<p>For the purpose of evaluation, the list under Evaluation process step II S/N 2 will be considered.</p> <p>The Civil engineer and Structural engineer can be held has one position if the Consultant can demonstrate that the personnel has relevant experience in both civil &amp; Structural, else, to obtain full marks where the Consultant does not have staff with that experience, then they will be required to submit two CVs each being awarded half the marks of the position.</p> <p>The Consultant should however note that the list of personnel provide is only indicative and he will be required to make provisions for all the positions that he deems necessary to complete the assignment.</p> <p>The qualifications required for all positions is as indicated in the REOI page 4 (Qualification Requirements, iv), i.e 10 years’ experience. All positions (except for the team leader’s position) should have an undergraduate degree in relevant discipline.</p>

<b>Topic/Referred Clause</b>	<b>Question</b>	<b>Answer</b>															
<p><b>Step II: Evaluation Criteria for the EOI</b>  <i>The Consulting firms that fulfils the requirements in eligibility criteria above will be evaluated further. A scoring system will be used to rank the firms. The list of firms qualified in EOI process will be notified of the time for the submission of RFP.</i></p>	<p>The Consultant notes awarding of marks as follows:-</p> <table border="1" data-bbox="730 326 1346 548"> <thead> <tr> <th>S/No</th> <th>Description</th> <th>Maximum Marks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Firm's Capability &amp; Organization strength</td> <td>10</td> </tr> <tr> <td>2</td> <td>Professional staff with over 10yrs experience</td> <td>40</td> </tr> <tr> <td>3</td> <td>Relevant work experience of the firm</td> <td>50</td> </tr> <tr> <td>Total</td> <td></td> <td>100</td> </tr> </tbody> </table> <p>The consultant requests Client to kindly indicate the minimum amount of marks required for a consulting firm to be declared to have qualified at this stage of evaluation criteria.</p>	S/No	Description	Maximum Marks	1	Firm's Capability & Organization strength	10	2	Professional staff with over 10yrs experience	40	3	Relevant work experience of the firm	50	Total		100	<p>The minimum Required marks for a consulting firm to be declared to have qualified at this stage is 75%</p>
S/No	Description	Maximum Marks															
1	Firm's Capability & Organization strength	10															
2	Professional staff with over 10yrs experience	40															
3	Relevant work experience of the firm	50															
Total		100															
<p><b>Step II: Evaluation Criteria for the EOI</b>  <i>Relevant Work experience of the firm. Attach project sheets.</i></p> <ul style="list-style-type: none"> <li>• 3 no -75%</li> <li>• 6 no and above – 100%</li> <li>• Less than 3 (disqualified)</li> <li>• Between 3 and 6 no. prorata</li> </ul>	<p>The Consultant notes that a firm shall be disqualified if it provides less than 3 No. projects as relevant work experience, yet in the Qualification Requirements the REOI document (in page 4) indicates that the bidder should provide evidence of at least two (2) projects.  Kindly clarify that a firm with 2 projects carried out as relevant project experience will not be disqualified.</p>	<p>Yes, a firm with 2 projects will not be disqualified. Also 2 no. projects will be awarded 75%.</p>															

<b>Topic/Referred Clause</b>	<b>Question</b>	<b>Answer</b>
<p><b>Step I: Eligibility Requirements</b>  <i>Company Profile submitted; Including the following certified documents:</i></p> <ul style="list-style-type: none"> <li>• <i>Registration certificate with EBK of the consulting</i></li> <li>• <i>Audited financial statement for the last preceding three years</i></li> <li>• <i>VAT Certificate</i></li> <li>• <i>Valid Tax Compliance certificate</i></li> <li>• <i>Documentary evidence of Tax submission for the year 2020.</i></li> </ul>	<p>The consultant requests the Client to clarify which (type of) Tax is being made reference to, and for which year.  Regarding documentary evidence the consultant request to know what is required of him – is it a copy of a Bank deposit slip to KRA? Could you kindly state an example of such a document.</p> <p>Kindly clarify on the aforementioned issues.</p>	<p>The type of tax referred to here can be deductions and remittance from employees, deductions of withholding tax from service providers, tax returns made on quarterly instalment (where applicable) for the year 2020.</p> <p>The documentary evidence can be;</p> <ul style="list-style-type: none"> <li>• A bank deposit receipt</li> <li>• Financial statements indicating payment for tax</li> <li>• Acknowledgement receipt from KRA for online tax filing</li> </ul>
<p>Key staff positions</p>	<p>Following the site visit on 9th November 2020, it was indicated that as a national tender, all key staff must be registered with the EBK. Foreign experts who are registered with internationally recognized equivalent engineering bodies are usually registrable with EBK when required to do so. Considering the time required for registration with EBK relative to the EOI submission deadline, please clarify if a foreign expert, who will be registered with EBK in the event of a successful bid, can be proposed</p>	<p>Yes. A foreign expert registered with an internationally recognized equivalent engineering body can be proposed, but will be required to be registered by EBK in the event of successful bid.</p>